



Required Documents for Qualification Endorsement for LTR Visa: High-Skilled Professional

PERSONAL DOCUMENTS		
1.	<p>A copy of your current passport that is to be used to apply for LTR visa with no less than 6 months of validity remaining and at least 2 blank pages for LTR Visa and stay permit stamps.</p> <ul style="list-style-type: none"> The SCANNED PDF file of the passport must include the biodata page and all pages with Thai Immigration stamps. All passport / visa pages must be arranged in a double-page spread and put in chronological order in one single PDF file. Applicants who have TM.47 form must upload a scanned PDF version as a separate file. Old passports may be requested for further verification in some cases. <p>Note: Damaged passports* may not be accepted on the appointment date for visa issuance.</p> <p>*Signs of damage include water damage, significant wear and tears, torn out or missing visa pages, and unofficial markings; Immigration officers reserve the rights to refuse services if a damaged passport is observed.</p>	○
2.	<p>A. Health insurance policy (travel insurance is NOT accepted) covering the entire course of stay in Thailand and providing at least 50,000 USD for hospitalization and medical treatment in Thailand with no less than 10 months of remaining coverage.</p> <p>Note: Group health insurance must provide at least 50,000 USD per person.</p> <p><u>OR</u></p> <p>B. Evidence showing valid social security benefits insuring hospitalization and medical treatment in Thailand. (The latest month's SSO payment receipt along with the employee name list submitted by the company for SSO, or the SSO card.)</p> <p><u>OR</u></p> <p>C. Financial evidence or bank statement (Investment portfolio and fixed deposit are NOT accepted) showing a deposit of no less than 100,000 USD which has been held and maintained for no less than 12 months at the time of application.</p> <p>Note: Documents must be in Thai or English only, translated documents must be notarized. Item A. can optionally be submitted later, in which case the applicant must submit a signed Document Request Acknowledgement Form in place of the actual document.</p> <p>If chosen to do so, insurance documents will later be requested by the relevant government authority once the application status has been updated to: Consideration By Government Agencies.</p>	○
3.	<p>Applicant's curriculum vitae (CV) to provide information on the applicant's expertise, educational and professional background related to the work assignment or current position in the company.</p> <p>Note: Must be in Thai or English only.</p>	○



4.	Evidence of qualification e.g. a copy of the applicant's university certificate for master's degree or higher in degrees related.	△
5.	Evidence of employment in a related work position to specified targeted industries signed by the applicant's current or previous employer showing 5 years of work experience in the past 10 years as of the submission date e.g. a verification letter from a previous employer. Note: Documents must be in Thai or English only, translated documents must be notarized.	△
6.	Clear passport size photograph of applicant on WHITE background (Max file size 2 MB) Face looking straight at the camera, dressed in formal / business attire (T-shirts are NOT allowed), not wearing glasses, headgear, or accessories, the photo must be taken within 6 months.	○
7.	Evidence of achievement e.g. research projects, publications, intellectual property, awards, certificate of professional qualification, certificate of related area of expertise, etc. Note: Documents must be in Thai or English only, translated documents must be notarized.	△
8.	Thailand Digital Arrival Card (TDAC) or T.M.6 Card. (only for those who entered Thailand After May 1st, 2025, or those who entered through land border checkpoint and were issued T.M.6 card.)	△
EVIDENCE OF EMPLOYMENT AND CORPORATE BACKGROUND		
9.	Official personal income tax return as filed to state authorities such as completion form of P.N.D. 90/91, BIR60, Form 1040, Form W-2, SA100, T1 General etc. showing income of no less than 80,000 USD per year in the past 2 years. <u>OR</u> For applicants who have an average personal income below 80,000 USD but not lower than 40,000 USD in the past 2 years, documents showing the applicant's master's degree, equivalent degrees, or higher in the field of sciences and technology must be presented. Note: Documents must be in Thai or English only, translated documents must be notarized.	○
10.	(For applicants who are employed in government agencies, higher education institutions, research institutions, or specialized training institutions.) Document evidence proving employment and work information with the listed organizations within the targeted industries in Thailand, e.g. letter of employment or employment contract stating the work assignment or position in Thailand.	○
11.	(For applicants who are employed in the private sector.) Employment letter from the company signed by an authorized person. The letter must include the following information: current position, date of employment, and date of termination. (if any) The letter must be issued no more than 3 months before the submission date. Note: Documents must be in Thai or English only, translated documents must be notarized.	○

12.	Profile of the company in Thailand the applicant is working for, showing business activities in targeted industries. Note: Documents must be in Thai or English only, translated documents must be notarized.	○
13.	The most recent audited corporate annual financial statement or official financial report. Note: Documents must be in Thai or English only, translated documents must be notarized.	○
WORK PERMIT		
14.	Employment certificate form (WP.46 form) signed by the company's director or authorized persons within the company.	○
15.	Copy of current work permit (if any)	○
16.	Other relevant company documents 1. Corporate's Affidavit and Shareholder List (Not older than 6 months) 2. VAT Registration Certificate (P.P.01) 3. VAT Amendment Form (P.P.09) 4. Factory License (R.N..4) or Industrial Estate Land Use Permit (if any) 5. Corporate Income Tax Return (Form P.N.D.50) 6. Board of Investment Promotion Certificate (if any)	○
ADDITIONAL INFORMATION		
17.	(To be requested on a case-by-case basis.) A letter of verification issued from the police station in the applicant's country of nationality or residence stating that the applicant has no criminal records. (The letter must not be older than 3 months.) <u>OR</u> A Thai police certificate issued by the Police Clearance Certificate Center, Special Branch, Royal Thai Police. Note: Documents must be in Thai or English only, translated documents must be notarized. This document can optionally be submitted later, in which case the applicant must submit a signed Document Request Acknowledgement Form in place of the actual document. If chosen to do so, the letter of verification AND/OR certificate will later be requested by the relevant government authority once the application status has been updated to: Consideration By Government Agencies.	△
18.	Company annual report, brochures, or catalogs. (if any) Note: Documents must be in Thai or English only, translated documents must be notarized.	△